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AUTHOR Fasick, Adele M.
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ABSTRACT

This book examines the ways in which children's librarians can manage their services so collections and programs reach the intended audience. In the introduction to this second edition, the author considers recent changes in demographics, economics, social patterns, media and technology trends, and consequent changing emphases in managing children's services. Seventeen chapters cover the following topics: (1) planning a program of services; (2) developing tools to meet program goals; (3) developing policies and procedures; (4) creating a productive work environment; (5) recruiting and retaining staff; (6) security issues and common problems; (7) intellectual freedom and censorship; (8) organizing special events; (9) integrating children's services in the library system; (10) annual reports in various formats; (11) preparing budgets; (12) planning facilities; (13) community public relations; (14) fund-raising activities; (15) relating to school media centers; (16) serving children outside of schools; and (17) networking with other children's librarians. (Contains 122 references.) (DLS)

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